



TOWN OF CUTLER BAY LOBBYIST REGISTRATION FORM

Office of the Town Clerk, 10720 Caribbean Blvd., Suite 105, Cutler Bay FL 33189
Telephone (305) 234-4262 Fax (305) 234-4251

Calendar Year: _____

NOTE:

- All lobbyist and Principal (Client) Registrations automatically expire on December 31st of each year.
- Each person who withdraws as a lobbyist must file a "Notice of Withdrawal" with the Town Clerk.
- Lobbyist Contact and Expenditure Reports shall be filed with the Town Clerk prior to the Public Hearing **AND** by July 1st of each year.
- Lobbyist Expenditure Reports must be filed even if you have no expenditures for the calendar year.
- All Lobbyist Expenditure Reports and Notices of Withdrawal shall be submitted to the Town Clerk.
- Violation may be punishable by a fine of \$250.00 in addition to other remedies allowed by law.

I. LOBBYIST INFORMATION

Last Name First Name Middle Initial

Business Name

Business Address City State Zip Code

Phone Number Fax Number E-Mail Address

II. PRINCIPAL INFORMATION

Name, address and phone number of principal (i.e., person, business, entity, governmental entity, religious organization, non-profit corporation, or association whose interest you represent or by whom you are employed.)

Name

Mailing Address City State Zip Code

Phone Number Fax Number

☐ Long Term ☐ Short Term ☐ Under Contract ☐ One Time Only

(Other principal or interests holding directly or indirectly a five percent (5%) or more ownership interest: (Attach additional sheet, if necessary.) _____

III. LEGISLATIVE ISSUE INFORMATION

Brief description of issue and specify department, council or other committee in which you will lobby: (Attach additional sheet, if necessary)

THE TOWN CLERK SHALL REJECT ANY STATEMENT WHICH DOES NOT DETAIL THE ISSUE ON WHICH THE LOBBYIST HAS BEEN EMPLOYED.



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V. PERSONAL AFFILIATIONS

Lobbyist identified under Sec. 2-11.1(s) of the Miami-Dade County Code, as amended and Sec. 7.6 of the Town Charter, shall state the extent of any business or professional relationship with any member of the Town Council, employee, board or committee member (please state below).

Have you been employed by the Town of Cutler Bay in the last two (2) years?

☐ Yes ☐ No

If Yes, state the department in which you were employed: _____

Pursuant to Sec. 7.6(a) (3) of the Town Charter, any person who registers as a lobbyist shall disclose in writing all Town government officials directly contacted by the lobbyist and any expenditures involved as defined by state law, before the public hearing and annually by July 1st.

VI. OATH

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN IS TRUE AND CORRECT AND I HAVE READ AND AM FAMILIAR WITH PROVISIONS IN THE MIAMI-DADE COUNTY CONFLICT OF INTEREST AND CODE OF ETHICS ORDINANCE AS AMENDED AND THE TOWN OF CUTLER BAY LOBBYIST ORDINANCE, INCLUDING WITHDRAWAL AND REPORTING REQUIREMENTS.

Lobbyist Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this ____ day of _____, 20____

____ Personally Known or ____ Produced ID _____ Notary Public

Type of ID Produced: _____ [SEAL]

IV. FEES

Annual Registration Fee: \$250.00 **per Lobbyist, per Issue**

Registration Fee Paid

☐ Check ☐ Credit Card (In-Person Only) ☐ Not-For-Profit



TOWN OF CUTLER BAY PRINCIPAL (CLIENT) DISCLOSURE FORM

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Business Address City State Zip Code

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Name

Mailing Address City State Zip Code

Phone Number Fax Number

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Other principal or interests holding directly or indirectly a five percent (5%) or more ownership interest: (Attach additional sheet, if necessary.) _____

Subject Matter (**Must be specific and describe in full detail**) _____

Identify each individual (Mayor, Commissioner, Board, Committees, or Town Staff) to be lobbied:



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PRINCIPAL (CLIENT) DISCLOSURE FORM

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III. PRINCIPAL DECLARATION

In accordance with Miami-Dade County Code Section 2-11.1(s)(2)(c),

I, _____, hereby declare that _____

Name of Principal

Name of Lobbyist

is authorized to represent me regarding subject matter as listed in Section II of this form, and will at the time at which a lobbyist is no longer authorized to represent me, notify the Town of Cutler Bay Town Clerk in writing immediately.

Signature of Principal

V. OATH

LOBBYIST:

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN AND ON ANY ATTACHMENT HERETO IS TRUE AND CORRECT.

Lobbyist Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this _____ day of _____, 20____

Type of ID Produced: _____
Personally Known or _____ Produced ID

Notary Public
[SEAL]

PRINCIPAL:

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN AND ON ANY ATTACHMENT HERETO IS TRUE AND CORRECT.

Principal Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this _____ day of _____, 20____

Type of ID Produced: _____
Personally Known or _____ Produced ID

Notary Public
[SEAL]